

Tax Exemption Program

Recertification Application Checklist – 2008

Return this checklist & forms to:

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For G.A. Use Only

Date Received: _____
Application Number: _____
Complete: _____
Incomplete: _____
Approved / Denied: _____
Initials / Date: _____

Application # _____ Organization: _____

Contact: _____ Phone Number: _____

Location of Property:

Municipality: _____ County: _____

☐ 1. One (1) original *Further Statement* (Form F.S. Rev. April 2002), for each block and lot.*

☐ 2. One (1) copy of the *Signed Cover Letter* sent to the Municipal Tax Assessor
(same as item 1 in list below).

NOTE: *If there have been physical and/or use changes, or property ownership changes/dispositions, then the following items must also be submitted:*

☐ 3. One (1) original *Application for Recertification of Exemption From Real Property Taxes* (Form GAR-032).* Be sure to include a detailed description explaining any changes to the property or its ownership.

☐ 4. One (1) original *Property Use Analysis* (Form GAR-033).

Be sure to include:

☐ (a) tax map(s)

☐ (b) project location/municipal street map

☐ (c) recent photo(s) of posted Green Acres Tax Exemption Program sign(s)

☐ 5. A copy of the recorded deed showing ownership of the property.

☐ 6. A copy of the current tax bill for each block and lot.

☐ 7. One (1) *Map* of the property showing any and all public access points, parking areas, roads, driveways, trails, and points of interest.

APPLICANT / NONPROFIT ORGANIZATION MUST SEND TO MUNICIPAL TAX ASSESSOR:

1. Cover letter to Tax Assessor

2. Two (2) original *Further Statements* (Form F.S. Rev. April 2002), for each block and lot*

* DOCUMENTS MUST HAVE ORIGINAL SIGNATURES